M E M O R A N D U M

Date: December 31, 2008
To: PSCC Commissioners; SIEC; Interested Parties
From: Chris Cummiskey, State CIO & Director, Chair of PSCC
Government Information Technology Agency (GITA)
Subject: Public Safety Interoperable Communications (PSIC) Office -
End of 2008 Update & Preview of 2009 Plans

Thank you for your continued support of public safety interoperable communications efforts in Arizona. We are pleased to provide you the following update regarding our activities as of the end of 2008 and a preview of our plans for 2009.

January Meeting (PSCC & SIEC)
On January 28, 2009 we will conduct a combined meeting of the Public Safety Communications Advisory Commission (PSCC) and the Statewide Interoperability Executive Committee (SIEC). Based on feedback from Commissioners, rather than an all day workshop, we will meet from 1 to 3 PM for a regular joint meeting.

Meeting details: Wednesday, January 28, 2009 1:00 – 3:00 PM
Location: ADOT - Main Floor Conference Room
1130 N. 22nd Avenue, Phoenix, AZ 85009

At the January meeting we will outline plans for the coming year and seek your feedback and concurrence. I hope you plan to attend this important meeting. Topics will include:
- Approval of minutes from October and November meetings
- Approval of Demonstration Project Next Steps
- Approval of SIEC Next Steps
- Approval of Governance Committee Next Steps & Updates from National Governor's Association (NGA) Policy Academy on Governance
- Updates from the PSIC Office:
  - Outreach Efforts
  - Technical Assistance from Federal Department of Homeland Security Office of Emergency Communications (OEC)
  - February SCIP Implementation Workshop
  - Plans for 2009

We will send the agenda and supporting materials for this meeting to you in mid January.

SCIP Implementation Workshop
The all day Statewide Communication Interoperability Plan (SCIP) Implementation Workshop (originally scheduled for January 28) has been postponed to February 24, 2009 (10 AM to 4 PM) (location to be confirmed). The OEC will facilitate the workshop for Arizona. This workshop will bring together State and local representatives to discuss SCIP initiatives, national initiatives outlined in the National Emergency Communications Plan (NECP), reporting requirements to align SCIPs with the NECP and grant programs and technical assistance offerings to help Arizona implement SCIP initiatives.

The SCIP Implementation Workshop will be participatory, and will focus on the specific needs and priorities of Arizona. We will discuss the workshop at the January PSCC/SIEC meeting so we can guide the federal facilitators in making this a productive session for our State.

Remainder of 2009 Meeting Schedule
Beginning in March, PSCC meetings will be held the fourth Tuesday of every other month (with some modification based on holidays) as follows:
- March 24, 2009 1 – 3 PM
- May 19, 2009 1 – 3 PM *(Rescheduled due to Memorial Day weekend)*
- July 2009 Date & Time TBD - *Planned for Flagstaff during Law Enforcement Pow Wow.*
- September 22, 2009 1 – 3 PM
- November 17, 2009 1 – 3 PM *(Rescheduled due to Thanksgiving week)*

[Note: We hope to hold the May or Sept meeting in Southern Arizona and are looking for a location to do so.]

Beginning in April, the SIEC and Governance committee meetings will be held the 2nd Wednesday of the alternate month. Our desire is to have the PSCC guide the work on the SIEC and the Governance committee and to provide these committees time to progress on their work before the next PSCC meeting. SIEC and Governance meetings will take place at the same facility on the same date. SIEC will meet from 10:00AM – noon and the Governance Committee will meet from 1:00 – 3:00 PM on the following dates:
- April 8, 2009
- June 10, 2009
- August 12, 2009
- October 14, 2009

Staffing
I am pleased to announce that Lisa Dee Meyerson has accepted my offer to become the first Manager of the PSIC Office at GITA. Ms. Meyerson managed the transition of the PSIC office to GITA from Department of Public Safety (DPS), led GITA's support of development of Arizona's first SCIP and has hired a strong staff for the PSIC Office. With over 25 years of project management experience, including 11 years of project successes at GITA, Lisa is uniquely qualified to lead this essential program. Staff reporting to Ms. Meyerson are: Ron Sober - PSIC Oversight Manager; Michael Todd - PSIC Outreach Manager; Regina Bernal - PSIC Support Specialist and newest member, Justin Turner, PSIC Operations Manager. Justin Turner was essential to the successful transition of PSIC from DPS to GITA. In the process, Justin became very familiar with all aspects of PSIC operations and has been supporting PSIC activities for the last several months. One additional vacancy remains in PSIC and we will seek permission to fill this position in early 2009.

Federal Interactions
A) *Technical Assistance Requests* – I am pleased to inform you that the OEC has approved three of Arizona's Technical Assistance requests as part of the Interoperable Communications Technical Assistance Program (ICTAP). Technical Assistance will be provided to Arizona in the areas of Governance, Statewide SOP Development and Training. Additional information on the Technical Assistance Requests will be presented at the combined PSCC / SIEC January meeting.

B) *Interoperable Emergency Communications Grant Program (IECGP)* – Based on feedback the PSIC office has received and the IECGP grant guidance, a FFY09 IECGP grant application was prepared and submitted to the Arizona Department of Homeland Security (AZDOHS) on December 12. The primary objective of this grant application is to address gaps in the development and implementation of Standard Operating Procedures (SOP) and to revise the SCIP to align with the NECP.

C) *SCIP Coordinators National Meeting* – In December, a member of the PSIC staff attended the first national meeting of the Statewide Interoperability Coordinators (SWIC) sponsored and funded by the National Governors Association. The meeting focused on sharing best practices, implementation of governance best practices and educating the state-level coordinators with regard to the NECP. The group discussed the primary goals of the NECP and the importance of modifying SCIPs to achieve alignment with the NECP objectives through utilization of IECGP grant funding. Additional attendees and presenters from the OEC, FEMA, and SAFECOM focused on promoting consistent methodologies and best practice sharing between states.

D) *Governance Policy Academy* - Arizona was one of six states awarded a grant to participate in the NGA Center for Best Practices *Interoperability: Focus on Governance* Policy Academy. Lisa Dee Meyerson and Ron Sober from PSIC Office and Dan Wills and Patrick Quinn of PSCC will participate in a kick-off and planning meeting for the six Academy awarded states in early January.

The Academy is designed to help selected states improve their governance structures that oversee statewide communications interoperability planning and implementation. The project is being supported by the OEC and the Office for Interoperability and Compatibility (OIC).

We will share information from the Academy at the combined PSCC / SIEC January meeting and what we learn will help guide future work of the Governance Committee.

General
We look forward to a productive 2009.

Please contact my office or Lisa Dee Meyerson if you have any questions, comments or concerns. We can be reached at 602-364-4770 and 602-364-4780, respectively.

Thank you for your continued support.